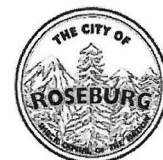


# ROSEBURG CITY COUNCIL AGENDA – SEPTEMBER 27, 2021



## Electronic Meeting

### Public Access:

City website at <https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

Facebook Live at [www.Facebook.com/CityofRoseburg](https://www.Facebook.com/CityofRoseburg)

*Comments on Agenda Items and Audience Participation can be provided in person electronically via Zoom. See next page for instructions on how to participate in virtual meetings.*

## **7:00 p.m. Regular Meeting**

1. **Call to Order – Mayor Larry Rich**
2. **Pledge of Allegiance**
3. **Roll Call**

|                        |               |               |                  |
|------------------------|---------------|---------------|------------------|
| Shelley Briggs Loosley | Beverly Cole  | Bob Cotterell | Alison Eggers    |
| Sheri Moothart         | Brian Prawitz | Patrice Sipos | Andrea Zielinski |
4. **Mayor Reports**
5. **Commission Reports/Council Ward Reports**
6. **Audience Participation – In Person via Zoom/See Information on the Reverse**
7. **Consent Agenda**
  - A. Minutes of September 13, 2021 Meeting
  - B. OLCC New Outlet for Limited On-Premises License – The Blade Axe House located at 1867 NE Diamond Lake Boulevard
8. **Department Items**
  - A. Oregon Community Foundation (OCF) Grant Presentation
  - B. 2021 Oregon Public Library Statistical Report
  - C. Derelict Building/Foreclosure Program Update
  - D. Contract Ratification - IAFF
9. **Items from Mayor, City Council and City Manager**
10. **Adjourn**
11. **Executive Session ORS 192.660(2)**  
**Informational**
  - A. City Manager Activity Report

## **AUDIENCE PARTICIPATION INFORMATION**

*The Roseburg City Council welcomes and encourages participation by citizens at all our meetings, with the exception of Executive Sessions, which, by state law, are closed to the public. To allow Council to deal with business on the agenda in a timely fashion, we ask that anyone wishing to address the Council follow these simple guidelines:*

**To provide comment during virtual meetings, contact the City Recorder by phone (541-492-6866) or email ([info@cityofroseburg.org](mailto:info@cityofroseburg.org)) by 4:00 p.m. the day of the meeting. Provide your name, address, phone number and which item on the agenda you wish to speak. You will then be provided with a link and phone number to the Council meeting. Log or call in prior to the start of the meeting using the link or phone number provided.**

- When accessing the meeting through the **ZOOM link**, you will be asked to enter your email and name. After entering your email and name, click "Join Webinar" to join the meeting as an attendee.
- When accessing the meeting through the **phone**, call the number provided.
- All attendees will be held in a "waiting room" until called on to speak.

**Persons addressing the Council must state their name and address for the record, including whether or not they are a resident of the City of Roseburg. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.**

### **TIME LIMITATIONS**

With the exception of public hearings, each speaker will be allotted a total of 6 minutes. At the 4-minute mark, a warning bell will sound at which point the Mayor will remind the speaker there are only 2 minutes left. All testimony given shall be new and not have been previously presented to Council.

A total of 30 minutes shall be allocated for the "Audience Participation" portion of the meeting.

### **CITIZEN PARTICIPATION**

Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item.

Anyone wishing to speak regarding an item on the Consent Agenda, or on a matter not on the evening's agenda, may do so under "Audience Participation."

### **PROVIDING COMMENTS**

If you join the meeting via Zoom, please select the "raise hand" button when the Mayor calls for speakers. You will be moved out of the "waiting room" to speak. After you have provided your comments, you will be moved back into the "waiting room".

If you join the meeting on the phone number you provided to the City Recorder, you will be brought into the meeting to speak when the Mayor calls for speakers, then moved back to the "waiting room".

If a matter presented to Council is of a complex nature, the Mayor or a majority of Council may:

1. Postpone the public comments to "Items From Mayor, Councilors or City Manager" after completion of the Council's business agenda, or
2. Schedule the matter for continued discussion at a future Council meeting.

*The Mayor and City Council reserve the right to respond to audience comments after the audience participation portion of the meeting has been closed.*

**The City Council meetings are on Facebook Live and available to view on the City website the next day at:**  
<https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

**The full agenda packet is available on the City's website at:**  
<https://www.cityofroseburg.org/your-government/mayor-council/council-agendas>.

**MINUTES OF THE REGULAR MEETING  
OF THE CITY COUNCIL MEETING  
September 13, 2021**



Mayor Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on September 13, 2021 electronically via Zoom in Roseburg, Oregon. Councilor Briggs Loosley led the Pledge of Allegiance.

**ROLL CALL**

**Present:** Councilors Shelley Briggs Loosley, Beverly Cole, Bob Cotterell, Alison Eggers, Sheri Moothart, Brian Prawitz, Patrice Sipos and Andrea Zielinski.

**Absent:** None

**Others Present:** City Manager Nikki Messenger, Assistant City Manager/City Recorder Amy Sowa, City Attorney Jim Forrester, Finance Director Ron Harker and Management Assistant Koree Tate.

**CONSTITUTION DAY AND WEEK PROCLAMATION**

Mayor Rich proclaimed September 17, 2021 as Constitution Day with the week of September 17-23, 2021 as Constitution Week and asked citizens to reaffirm the ideals the framers of the Constitution had in 1787 by protecting the freedoms guaranteed to us through this guardian of our liberties. Tim Juett, representative for the Local Chapter of the John Birch Society, thanked the Mayor and Council for honoring the Constitution of the United States. It was unfortunate he had to cancel the celebration at the Douglas County Courthouse due to the current pandemic and wildfire smoke conditions. He said it would be wonderful if the City could acknowledge the Constitution every year. He noted the importance of holding Legislators to the Constitutional purpose, and that Constitutional proclamations helped to bring the importance of this to the public.

**2020 GFOA AWARD FOR OUTSTANDING ACHIEVEMENT IN POPULAR ANNUAL FINANCIAL REPORTING AND 2020 GFOA CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING**

Mr. Harker shared that the Government Finance Officers Association of the United States and Canada (GFOA) had given an Award for Outstanding Achievement in Popular Annual Financial Reporting to the City of Roseburg for its Popular Annual Financial Report for the fiscal year ended June, 30, 2020. The Award for Outstanding Achievement in Popular Annual Financial Reporting was a prestigious national award that recognized conformance with the highest standards for preparation of state and local government popular reports. In order to receive an Award for Outstanding Achievement in Popular Annual Financial Reporting, a government unit must publish a Popular Annual Financial Report, whose contents conform to program standards of creativity, presentation, understandability and reader appeal. The City's 2020 Popular Annual Financial Report was the 6<sup>th</sup> PAFR produced by the City and the Award for Outstanding Achievement in Popular Annual Financial Reporting was the City's 6<sup>th</sup> received.

Mr. Harker continued that the City recently received its 28th GFOA Certificate of Achievement for Excellence in Financial Reporting for its 2020 Comprehensive Annual Financial Report. The Certificate of Achievement was the highest form of recognition in governmental accounting and

financial reporting, and its attainment represents a significant accomplishment by a government and its management. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. That report must satisfy both generally accepted accounting principles and applicable legal requirements. The City's Annual Report had been judged by an impartial panel to meet the high standards of the program including demonstrating a consecutive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the Annual Report. The GFOA was a nonprofit professional association serving the needs of over 21,000 government finance professionals across the United States and Canada. Mayor Rich thanked Mr. Harker and the Finance Staff for their continued work and success.

### COMMISSION REPORTS

Councilor Eggers said the September Parks Commission Meeting was cancelled, but shared that she provided a presentation for Audubon Society regarding the Bike Trails Plan. She commended Public Works Director Perkins for putting together a great presentation she was able to use to show the plan. Staff is hoping to obtain a grant for a multiuse path that would be ADA accessible with the goal of starting within 5 years.

### AUDIENCE PARTICIPATION

No comments or requests to speak during the meeting were received.

### CONSENT AGENDA

Councilor Cotterell moved to approve the following Consent Agenda Items:

- A. Minutes of August 23, 2021
- B. OLCC Off-Premises License and Change of Ownership for Oak Street Market located at 711 SE Oak Avenue

The motion was seconded by Councilor Briggs Loosley and approved with the following vote: Councilors Briggs Loosley, Cole, Cotterell, Eggers, Moothart, Prawitz, Sipos and Zielinski voted yes. No one voted no.

### AUTHORIZATION TO APPLY FOR OREGON DEPARTMENT OF AVIATION GRANTS

Ms. Messenger reported that the Oregon Department of Aviation (ODA) had announced the opening of the FY 2022 Critical Oregon Airport Relief (COAR) grant cycle. The program allowed airports to apply for three types of projects: to assist with match requirements for FAA Airport Improvement Program (AIP) grants; to assist with emergency preparedness and infrastructure projects in accordance with the Oregon Resilience Plan; and to assist in aviation related economic development. Staff wanted to apply for grants in the first two categories.

Federal Aviation Administration (FAA) AIP grants required a local match of ten percent. The COAR program could provide up to ninety percent of the local match requirement. For FY 22, the airport was programmed to receive \$200,000 towards the design of the Taxiway Extension Project. The City's matching requirement would be \$22,222. The COAR grant could cover \$20,000 of that match. Ms. Messenger said she would like to apply for the grant to extend the taxiway that could not be completed when the runway was previously extended. The second grant staff recommended pursuing was for the installation of backup power at the airport. The project had not yet been designed, but could include standby power supply for the runway and

09/27/2021

taxiway lighting and navigation aids including the PAPI and the fuel system. The Oregon Resilience Plan listed Roseburg Regional Airport as a “Tier 1” airport, meaning it was an “essential airport that would allow access to major population centers and areas considered vital for both rescue operations and economic restoration”. In other words, the airport was considered essential in responding during a natural disaster, especially during a major seismic event that may eliminate other forms of transportation. In order to provide service, backup power would be an essential component. Staff worked on an estimate for this project. The maximum grant amount was \$150,000 with a ten percent match requirement.

Ms. Messenger explained the financial impacts of one or both grants were estimated as follows. If the FAA grant was issued for the full \$200,000, the grant request to ODA would be \$20,000 for the AIP matching funds. Depending on the cost of the backup power project, the City may request a grant up to \$150,000 with a match requirement of \$30,000. The FY 2021-2022 Airport Budget included funding for a portion of both projects. Both projects would be expected to continue through the following fiscal year. Grant applications were due September 24, 2021. The Airport Commission discussed the grant applications at their August 19, 2021 meeting. The Commission recommended the Council authorize staff to apply for both grants through the ODA's Critical Airports Relief program.

In response to Councilor Cotterell, Ms. Messenger said there would not be an issue to fund the \$30,000 match. Because the legislature made funding with an additional aviation fuel tax permanent, it took their matching requirements down from 10% to 1 or 2% which helped the airport meet the matches. Councilor Sipos moved to authorize staff to apply for two grants through the Oregon Department of Aviation's Critical Oregon Airports Relief program, one for AIP matching funds and one for backup power at the airport. The motion was seconded by Councilor Moothart and approved with the following vote: Councilors Briggs Loosley, Cole, Cotterell, Eggers, Moothart, Prawitz, Sipos and Zielinski voted yes. No one voted no.

#### ROSEBURG DISPOSAL SERVICE AND RATE

Ms. Sowa provided information that Roseburg Disposal planned to add a 10-yard drop box to their rotation. Currently they had 20-yard and 30-yard drop boxes. The new 10-yard drop box would be specifically for hauling extra heavy materials such as rock and concrete they currently could not haul with their equipment. Those materials were hauled by dump trucks. Roseburg Disposal purchased a new drop box truck that would haul the heavier materials, and had built two of the 10-yard boxes. Those heavy materials were covered in their franchise/license agreement, but they could not meet the full demand with their current equipment. The larger boxes would continue to haul lighter “regular” garbage. The charge for the new 10-yard drop box would be the same as that of their 20-yard drop box - \$75.50/City and \$102.50/County. At this time, they had only two of the boxes ready. Because this would be a limited service for specific businesses upon request, Council had the option to waive the 90-day notice requirement.

In response to Mayor Rich, Roseburg Disposal General Manager Dori John confirmed it would be a \$75.50 fee for the box and then the charge to dump it at the transfer station. The options were paying \$5.50 a ton to dump concrete at Umpqua Sand and Gravel or Knife River verses paying \$100 a ton to dump the concrete at the Transfer Station. The new box could be rented for other types of items for disposal and would be subject to the regular \$100 a ton fee at the transfer station.



Councilor Cotterell declared he was close friends with Ms. John's father, received no financial benefit from this business, and felt he did not have a conflict of interest to vote on the subject matter presented. Councilor Moothart declared she knew Ms. John and other employees at Roseburg Disposal, but did not have a conflict of interest to vote. Councilor's Briggs Loosley and Eggers also declared they knew Ms. John from working on the YMCA Board, but did not have a conflict of interest to vote. Mayor Rich appreciated the transparency, said it was a small town, and he too knew the John family.

Councilor Cotterell moved to waive the 90-day notice requirement and approve Roseburg Disposal Company's request to add the new service fee as described effective September 14, 2021. The motion was seconded by Councilor Prawitz and approved with the following vote: Councilors Briggs Loosley, Cole, Cotterell, Eggers, Moothart, Prawitz, Sipos and Zielinski voted yes. No one voted no. Ms. John added that they hoped to add the first electric garbage truck in Oregon soon.

ITEMS FROM MAYOR, CITY COUNCIL AND CITY MANAGER

No items were presented.

ADJOURNMENT

Mayor Rich adjourned the meeting at 7:26 p.m.



Koree Tate  
Management Assistant

## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### OLCC NEW OUTLET FOR LIMITED ON-PREMISES LICENSE THE BLADE AXE HOUSE LOCATED AT 1867 NE DIAMOND LAKE BOULEVARD

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**Meeting Date:** September 27, 2021

**Agenda Section:** Consent Agenda

**Department:** Administration

**Staff Contact:** Koree Tate, Management Assistant

[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Contact Telephone Number:** 541-492-6866

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#### ISSUE STATEMENT AND SUMMARY

Roseburg Municipal Code Chapter 9.12 requires staff review of all applications submitted to the Oregon Liquor Control Commission for a license to sell alcoholic beverages within the City. Upon completion of staff review, the City Recorder is required to submit the application and a recommendation concerning endorsement to the Council for its consideration. Changes to existing licenses must be processed in the same manner.

#### BACKGROUND

OLCC has received a New Outlet application from Shea Wheeler and Laura Sims, owners for The Blade Axe House, located at 1867 NE Diamond Lake Boulevard for a "Limited On-Premises" license.

**A. Council Action History.** Chapter 9.12 requires Council to make a recommendation to OLCC on the approval or denial of all liquor license applications submitted by any establishment located inside City limits.

**B. Analysis.** The Police Department previously conducted a background investigation on the applicant and found no reason to deny the application.

**C. Financial and/or Resource Considerations.** The applicant has paid the appropriate fee for City review of the application.

**D. Timing Issues.** The applicant is requesting endorsement from the Council for immediate submittal to OLCC.

#### COUNCIL OPTIONS

Council may recommend OLCC approval of the application as submitted or recommend denial based on OLCC criteria.

#### STAFF RECOMMENDATION

Staff recommends Council approval of the application as submitted.

**SUGGESTED MOTION**

*"I MOVE TO RECOMMEND APPROVAL OF THE LIMITED ON-PREMISES LICENSE APPLICATION FOR THE BLADE AXE HOUSE LOCATED AT 1867 NE DIAMOND LAKE BOULEVARD IN ROSEBURG, OREGON."*

**ATTACHMENTS**

Attachment #1 - Subject Application

**cc:** License Applicant w/copy of agenda  
Jonathan Crawl and Amanda Cooper, OLCC Representatives  
OLCC License File





OREGON LIQUOR CONTROL COMMISSION

# LIQUOR LICENSE APPLICATION

PRINT FORM

RESET FORM

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

| License Applied For:  | CITY AND COUNTY USE ONLY  |
|---|---|
| <input type="checkbox"/> Brewery 1 <sup>st</sup> Location   | Date application received and/or date stamp:<br><u>September 10, 2021</u>                       |
| Brewery Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>   | Name of City or County:<br><u>City of Roseburg</u>  |
| <input type="checkbox"/> Brewery-Public House (BPH) 1 <sup>st</sup> location  | Recommends this license be:<br><input type="checkbox"/> Granted <input type="checkbox"/> Denied |
| BPH Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>   | By: _____   |
| <input type="checkbox"/> Distillery   | Date: _____   |
| <input type="checkbox"/> Full On-Premises, Commercial   |   |
| <input type="checkbox"/> Full On-Premises, Caterer  |   |
| <input type="checkbox"/> Full On-Premises, Passenger Carrier  |   |
| <input type="checkbox"/> Full On-Premises, Other Public Location  |   |
| <input type="checkbox"/> Full On-Premises, For Profit Private Club  |   |
| <input type="checkbox"/> Full On-Premises, Nonprofit Private Club   |   |
| <input type="checkbox"/> Grower Sales Privilege (GSP) 1 <sup>st</sup> location  |   |
| GSP Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/>   |   |
| <input checked="" type="checkbox"/> Limited On-Premises   | OLCC USE ONLY   |
| <input type="checkbox"/> Off-Premises   | Date application received: <u>06/17/2021</u>  |
| <input type="checkbox"/> Warehouse  | Date application accepted: <u>09/07/2021</u>  |
| <input type="checkbox"/> Wholesale Malt Beverage & Wine   |   |
| <input type="checkbox"/> Winery 1 <sup>st</sup> Location  | License Action(s):<br><u>New Outlet</u>   |
| Winery Additional location (2 <sup>nd</sup> ) <input type="checkbox"/> (3 <sup>rd</sup> ) <input type="checkbox"/><br>(4 <sup>th</sup> ) <input type="checkbox"/> (5 <sup>th</sup> ) <input type="checkbox"/> |   |

2. Identify the applicant(s) applying for the license(s). **ENTITY** (example: corporation or LLC) or **INDIVIDUAL(S)**<sup>1</sup> applying for the license(s):

The Blade Axe House LLC

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

|  |                   |                   |
|--|-------------------|-------------------|
| 3. Trade Name of the Business (Name Customers Will See)<br>The Blade Axe House   |                   |                   |
| 4. Business Address (Number and Street Address of the Location that will have the liquor license)<br>1867 NE Diamond Lake Blvd |                   |                   |
| City<br>Roseburg   | County<br>Douglas | Zip Code<br>97470 |

<sup>1</sup> Read the instructions on page 1 carefully. If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.



OREGON LIQUOR CONTROL COMMISSION  
BUSINESS INFORMATION

Please Print or Type

Applicant Name: THE BLADE AXE HOUSE LLC Phone: 541-643-6118

Trade Name (dba): THE BLADE AXE HOUSE

Business Location Address: <sup>1873</sup> 1873 NE DIAMOND LAKE BLVD

City: ROSEBURG ZIP Code: 97470

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday NOT OPEN  
Monday --- to ---  
Tuesday --- to ---  
Wednesday 3 to 10  
Thursday 3 to 10  
Friday 3 to 11  
Saturday 11 to 11

Outdoor Area Hours:

Sunday --- to ---  
Monday --- to ---  
Tuesday N/A  
Wednesday N/A  
Thursday --- to ---  
Friday --- to ---  
Saturday --- to ---

The outdoor area is used for:

☐ Food service Hours: --- to ---  
☐ Alcohol service Hours: --- to ---  
☐ Enclosed, how ---

The exterior area is adequately viewed and/or supervised by Service Permittees.  
(Investigator's Initials)

Seasonal Variations: ☒ Yes ☐ No If yes, explain: WINTER HOURS WILL VARY

ENTERTAINMENT

Check all that apply:

- ☐ Live Music ☐ Karaoke  
☐ Recorded Music ☐ Coin-operated Games  
☐ DJ Music ☐ Video Lottery Machines  
☐ Dancing ☐ Social Gaming  
☐ Nude Entertainers ☐ Pool Tables  
☒ Other: AXE THROWING

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday --- to ---  
Monday --- to ---  
Tuesday N/A  
Wednesday N/A  
Thursday --- to ---  
Friday --- to ---  
Saturday --- to ---

SEATING COUNT

Restaurant: 0 Outdoor: 0  
Lounge: 0 Other (explain): 2 6' LONG TABLE TOPS  
Banquet: 0 Total Seating: W/ 16 CHAIRS

OLCC USE ONLY

Investigator Verified Seating: --- (Y) --- (N)  
Investigator Initials: ---  
Date: ---

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Karen A. Stone Date: 06/16/2009

## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### OREGON COMMUNITY FOUNDATION GRANT PRESENTATION

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**Meeting Date: September 27, 2021**

**Department: Library**

[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section: Department Items**

**Staff Contact: Kris Wiley, Director**

**Contact Telephone Number: 541-492-7051**

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#### ISSUE STATEMENT AND SUMMARY

Roseburg Public Library was awarded a K-12 Summer Learning Grant from the Oregon Community Foundation (OCF) on June 11, 2021. The library received \$65,300 to support the Summer Reading Program by funding outreach, transportation, staffing, supplies, and related programming expenses.

The Library Director will present an overview of the project.

#### BACKGROUND

**A. Council Action History.**

N/A

**B. Analysis.**

Library staff will be asked to participate in a focus group and/or survey to share learnings from the project with OCF staff.

**C. Financial/Resource Considerations.**

Funds must be expended by December 31, 2021.

**D. Timing Considerations.**

N/A

#### COUNCIL OPTIONS

N/A

#### STAFF RECOMMENDATION

N/A

#### SUGGESTED MOTION

No motion needed. This is for information purposes only.

#### ATTACHMENTS:

Attachment #1 – PowerPoint presentation

**Oregon  
Community  
Foundation**

**K-12 Summer Learning  
Grant Program**



# Funding received: \$65,300

- New minivan with branded wrap
- Branded supplies
- Temporary staff
- Craft equipment and supplies

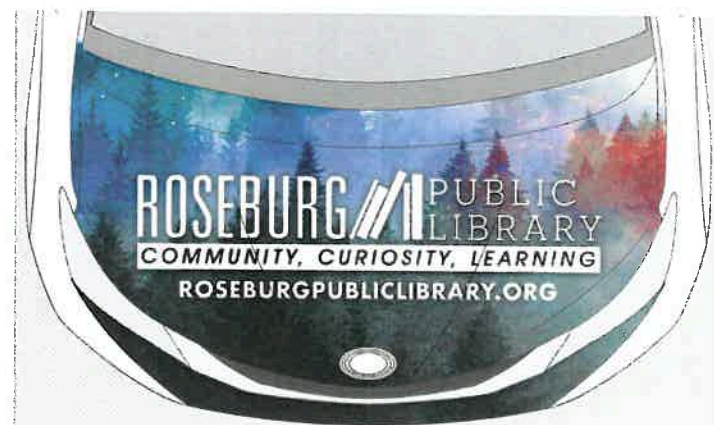
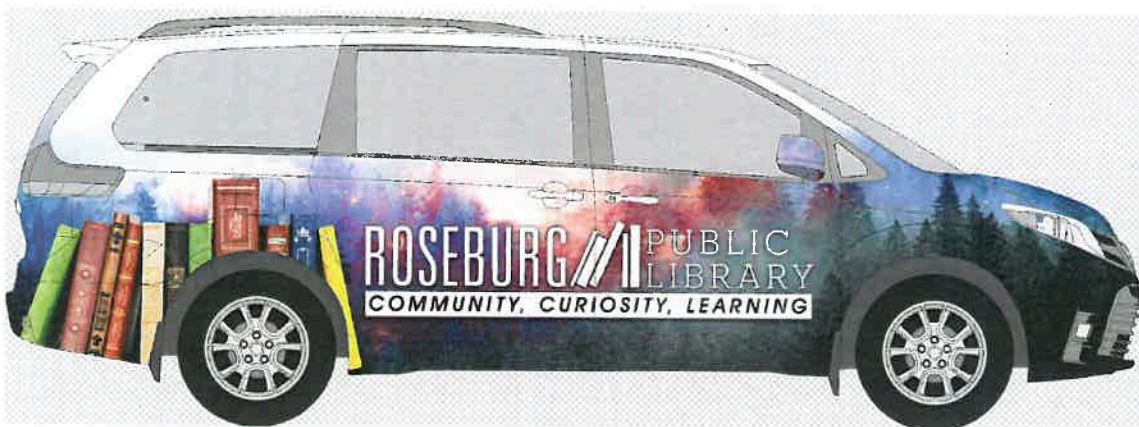
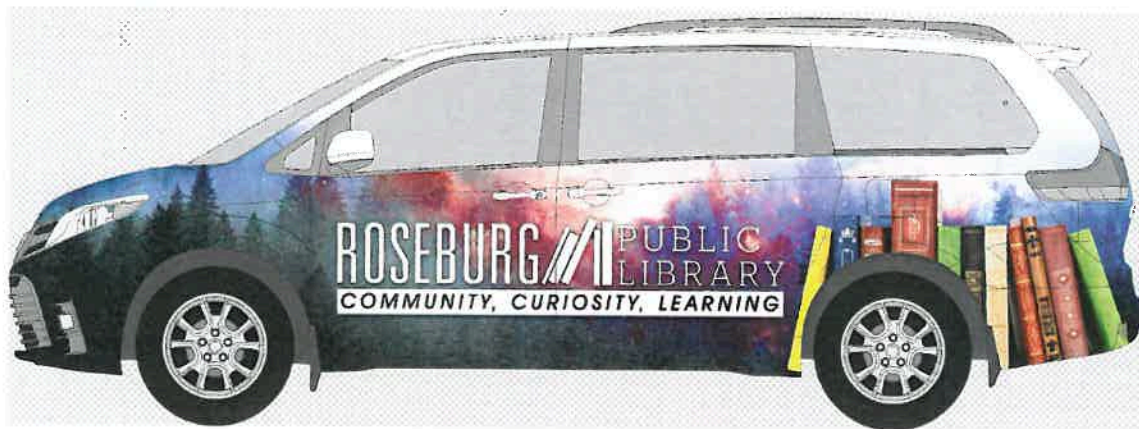
**Goal: To increase sustainable library outreach**



# Minivan





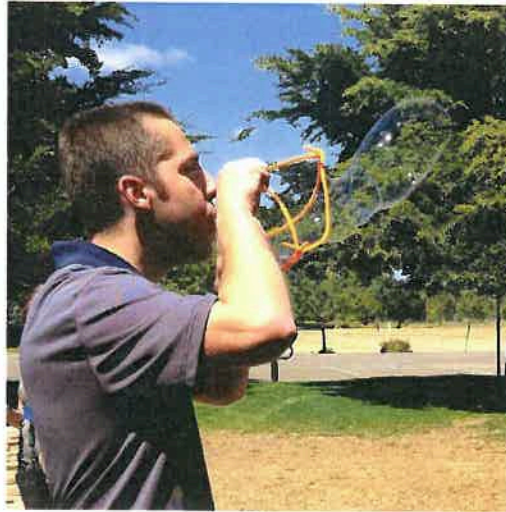


**ROSEBURG PUBLIC LIBRARY**  
COMMUNITY, CURIOSITY, LEARNING

# Minivan Wrap



# Programs





# Craft Kits



## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### 2021 OREGON PUBLIC LIBRARY STATISTICAL REPORT

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**Meeting Date: September 27, 2021**  
**Department: Library**  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section: Department Items**  
**Staff Contact: Kris Wiley, Director**  
**Contact Telephone Number: 541-492-7051**

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#### ISSUE STATEMENT AND SUMMARY

As a legally established public library per ORS 357.417, Roseburg Public Library is required to submit its annual statistical report to the State Library of Oregon by October 31, 2021. The report includes data regarding staff, revenue and expenditures, collections, services, technology, facilities, and other information.

The Library Director will present some of the information from the report, which includes statistics gathered in fiscal year 2021 (July 1, 2020, through June 30, 2021).

#### BACKGROUND

**A. Council Action History.**  
N/A

**B. Analysis.**  
The Oregon Public Library Statistical Report is submitted annually and affords the opportunity to quantify public library services.

**C. Financial/Resource Considerations.**  
N/A

**D. Timing Considerations.**  
The report is due to the State Library of Oregon by October 31, 2021.

**COUNCIL OPTIONS**  
N/A

**STAFF RECOMMENDATION**  
N/A

**SUGGESTED MOTION**  
No motion needed. This is for information purposes only.

**ATTACHMENTS:**  
Attachment #1 – PowerPoint presentation



DEPARTMENT ITEMS B  
ATTACHMENT #1

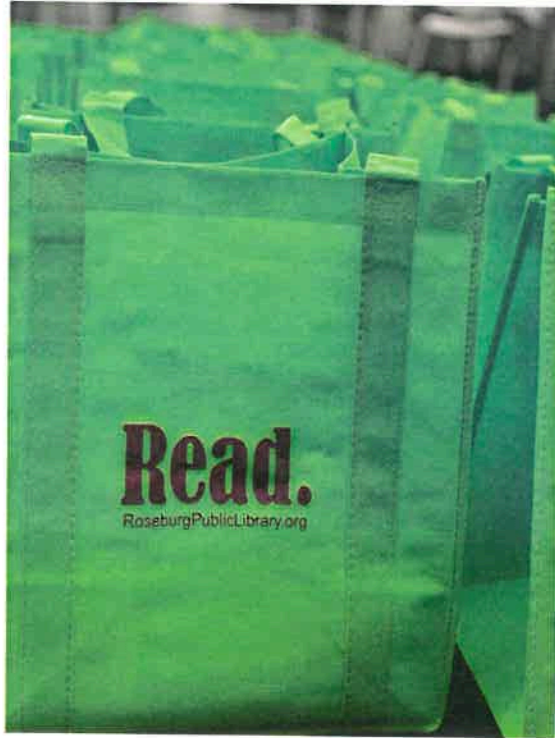


# 2021 Oregon Public Library Statistical Report

**ROSEBURG** **PUBLIC LIBRARY**  
COMMUNITY, CURIOSITY, LEARNING

City Council Presentation ▪ September 27, 2021

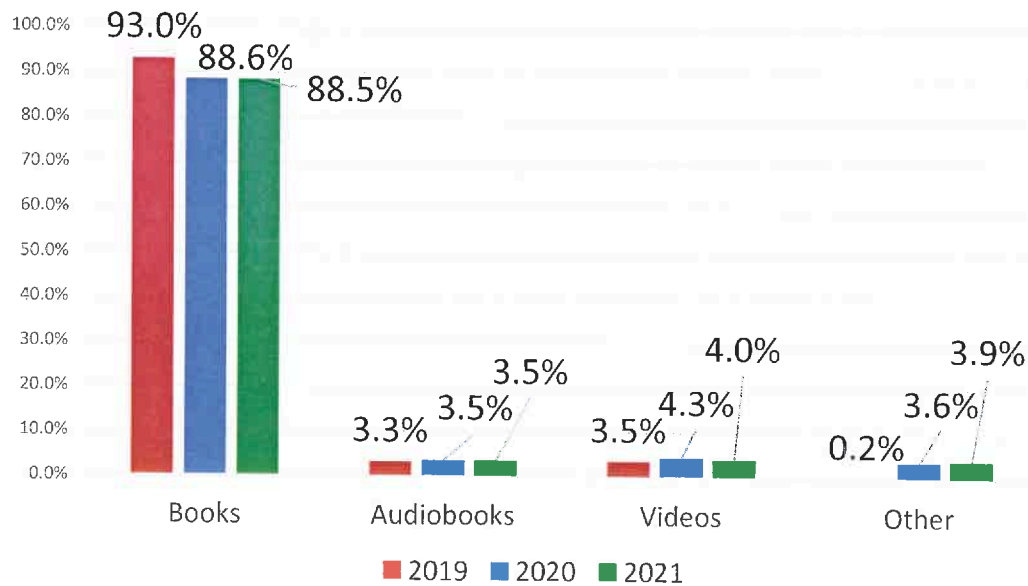




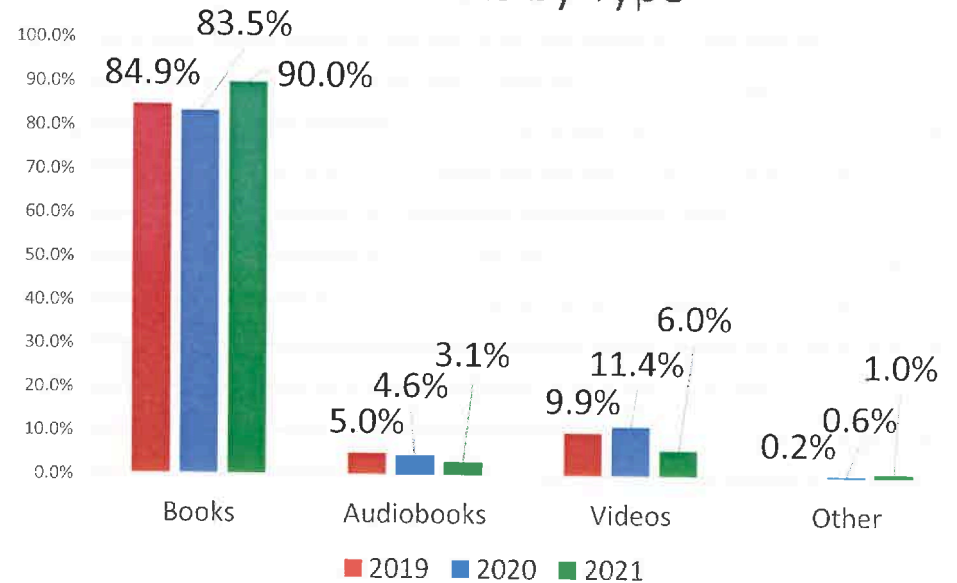


# Physical Collection

Items by Type



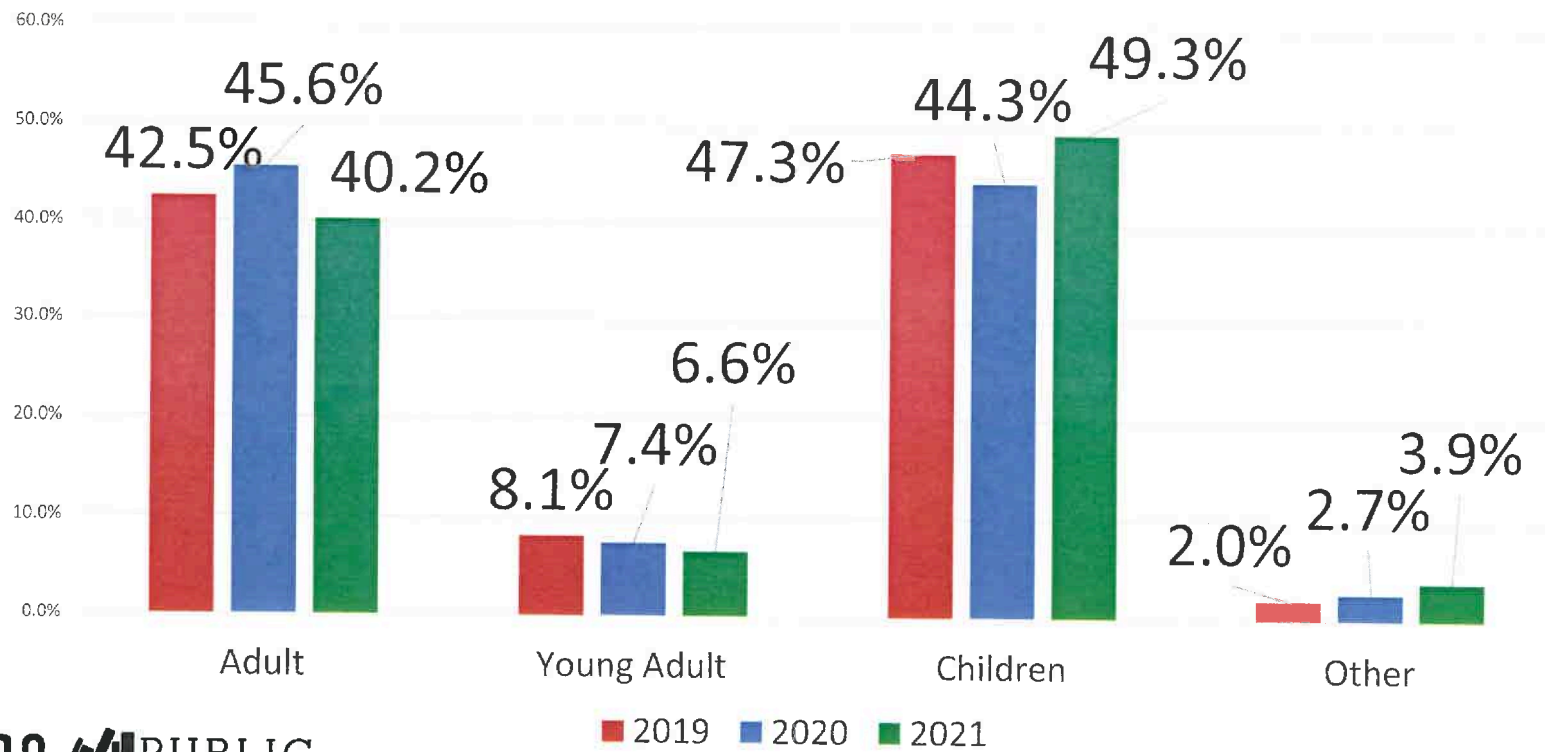
Checkouts by Type



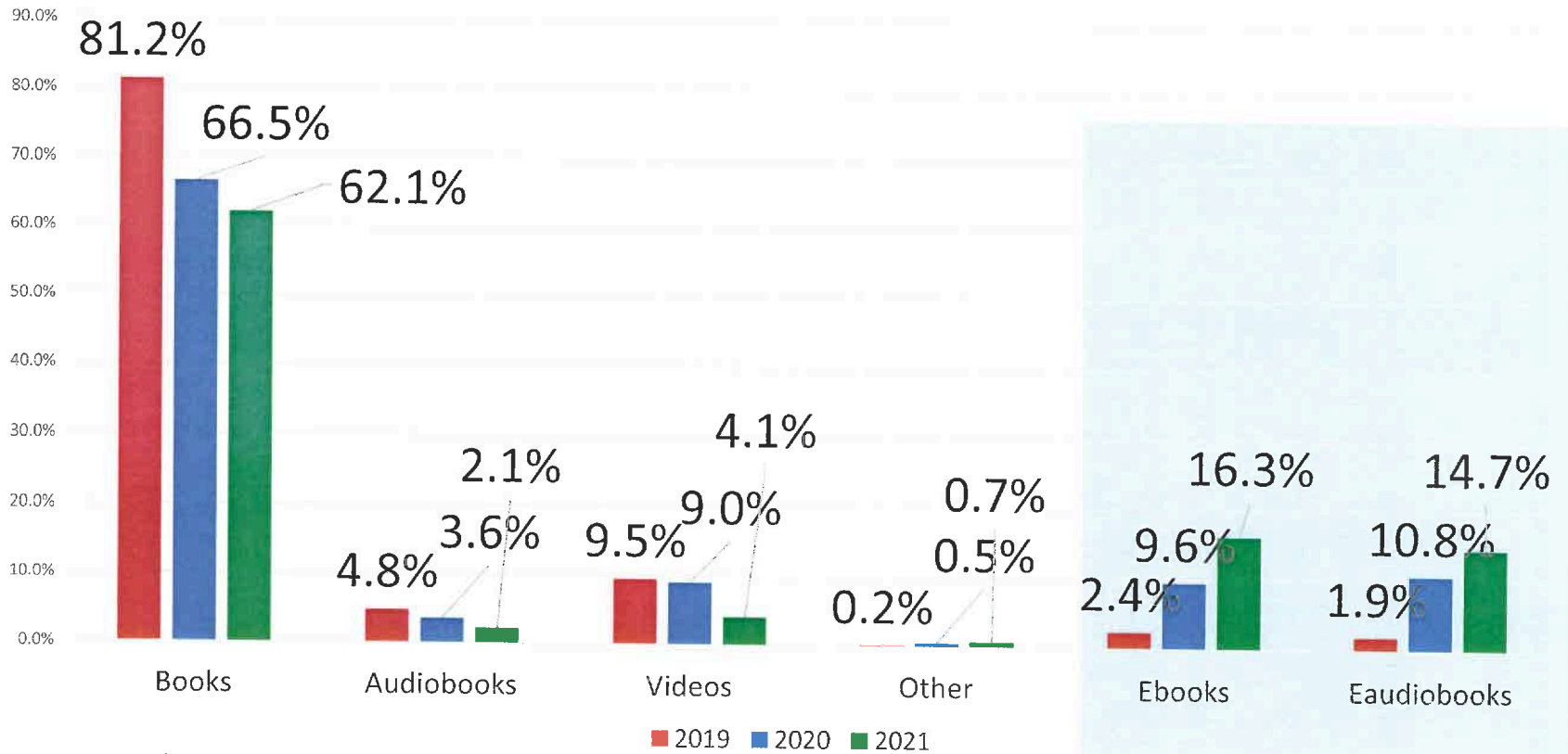
77,500 items in the collection  
48,128 checkouts

# Physical Collection

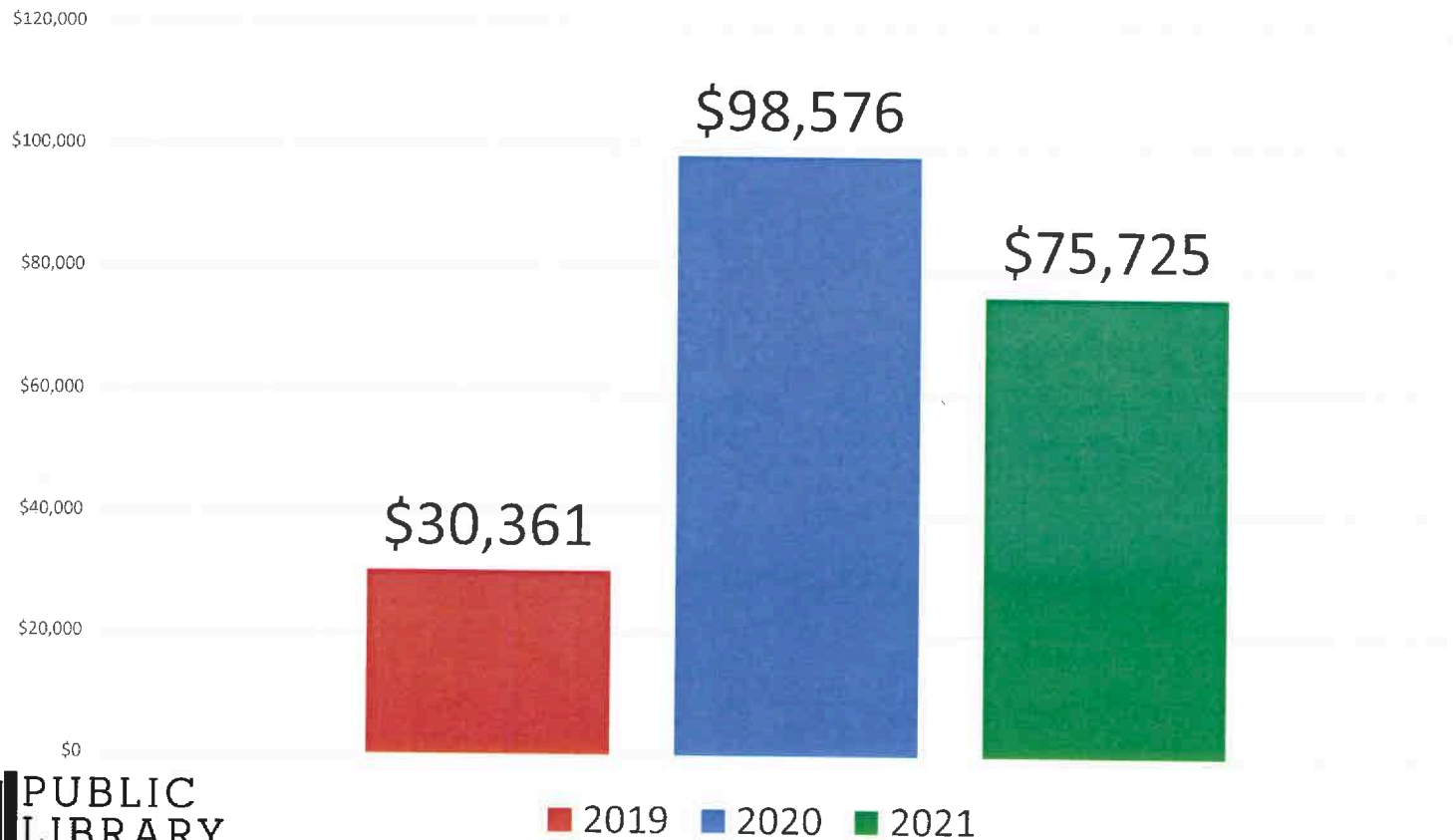
## Checkouts by Area



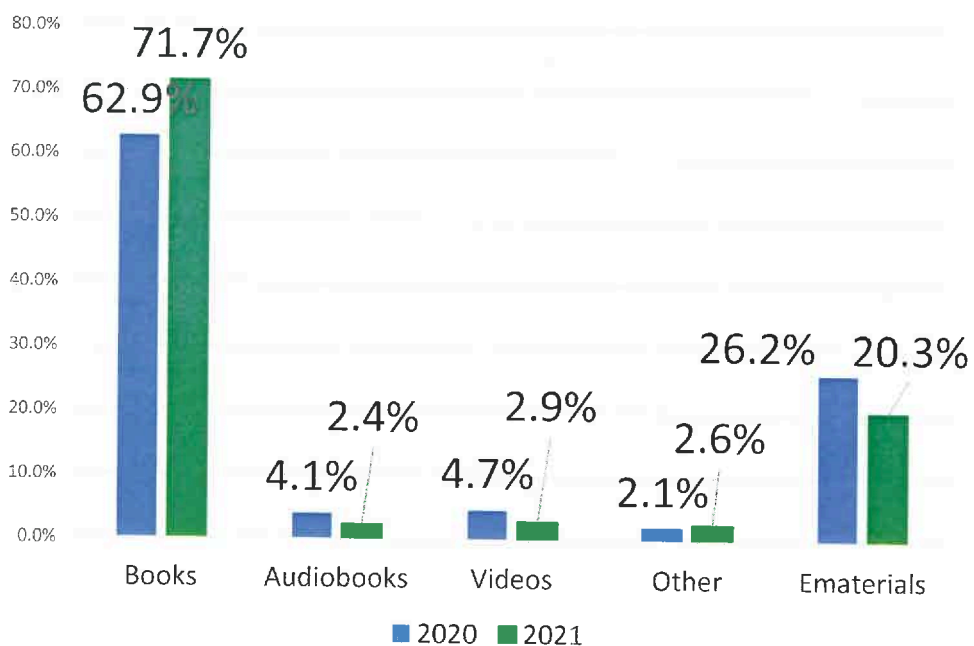
# All Circulation



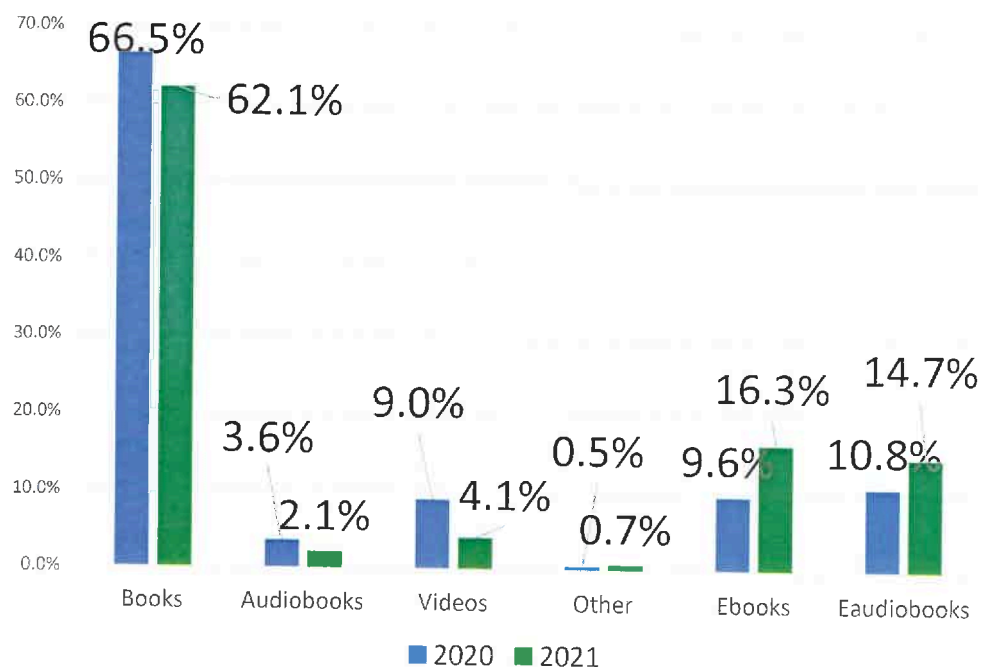
# Collection Expenditures



## Collection Expenditures Allocation



## Circulation

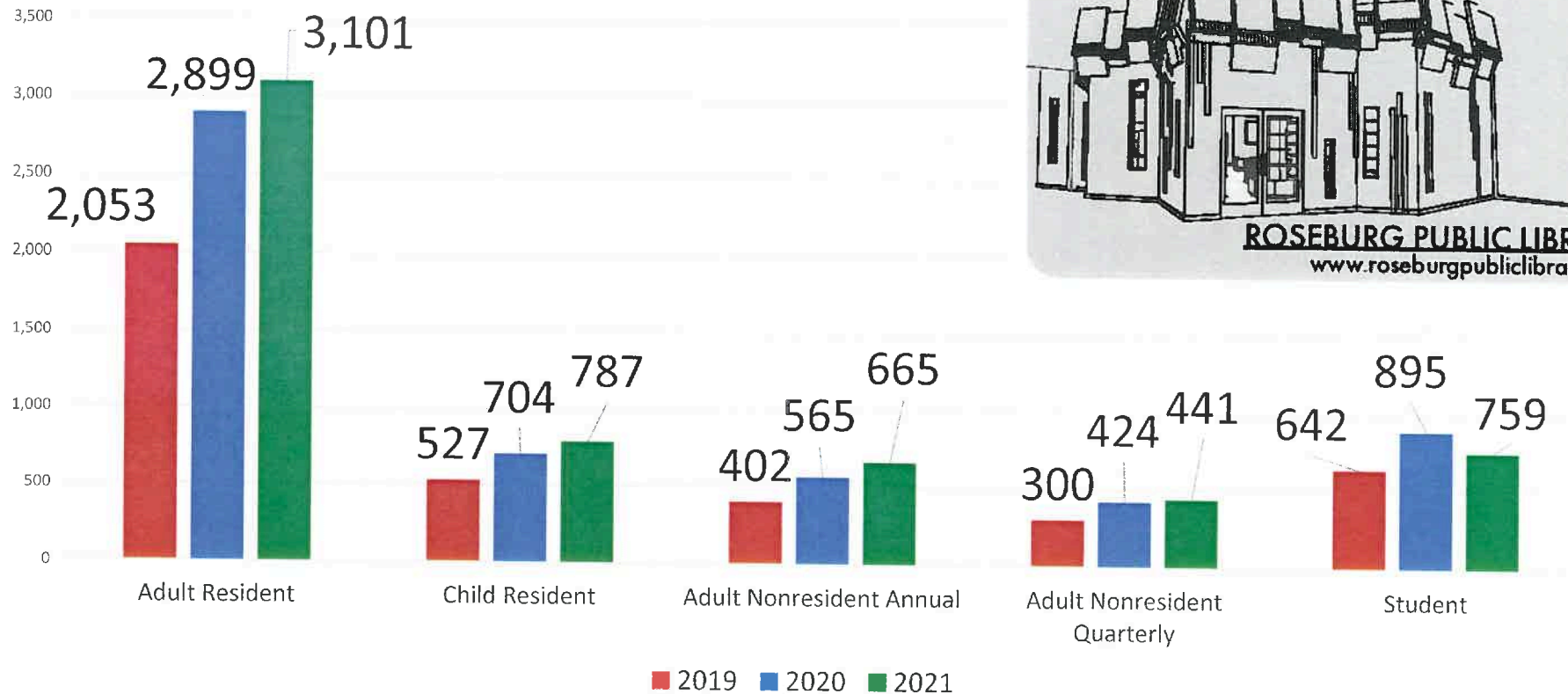
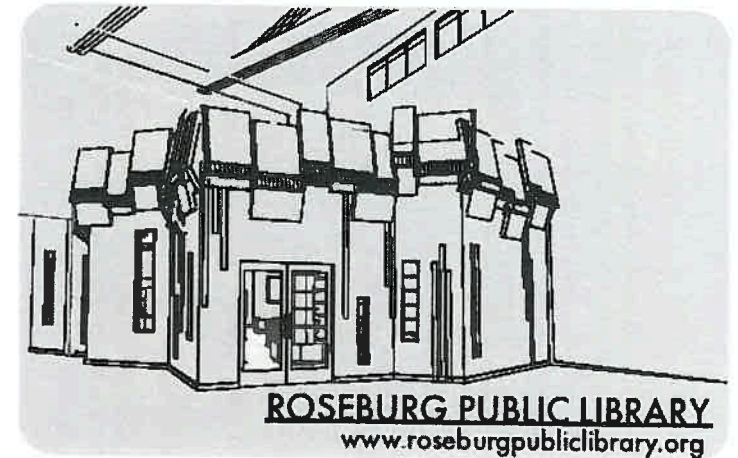


# Grants

| Granting Agency/Name              | Purpose                              | Amount           |
|-----------------------------------|--------------------------------------|------------------|
| Oregon Community Foundation       | Library materials, programming       | \$35,000         |
| State Library of Oregon           | Summer Reading Program               | \$3,174          |
| Oregon Cultural Trust             | Youth online programs                | \$2,077          |
| State Library of Oregon           | Hotspots                             | \$11,321         |
| Douglas County Library Foundation | Library materials                    | \$33,000         |
| American Library Association      | Community Read project               | \$3,000          |
| Douglas County Cultural Coalition | Summer Reading Program               | \$1,000          |
| C. Giles Hunt Charitable Trust    | Youth literacy computer workstations | \$9,000          |
| State Library of Oregon           | Book bag kits                        | \$2,000          |
| Oregon Community Foundation       | Minivan, branding, SRP               | \$65,300         |
| C. Giles Hunt Charitable Trust    | Library renovations                  | \$10,000         |
| <b>TOTAL</b>                      |                                      | <b>\$174,872</b> |

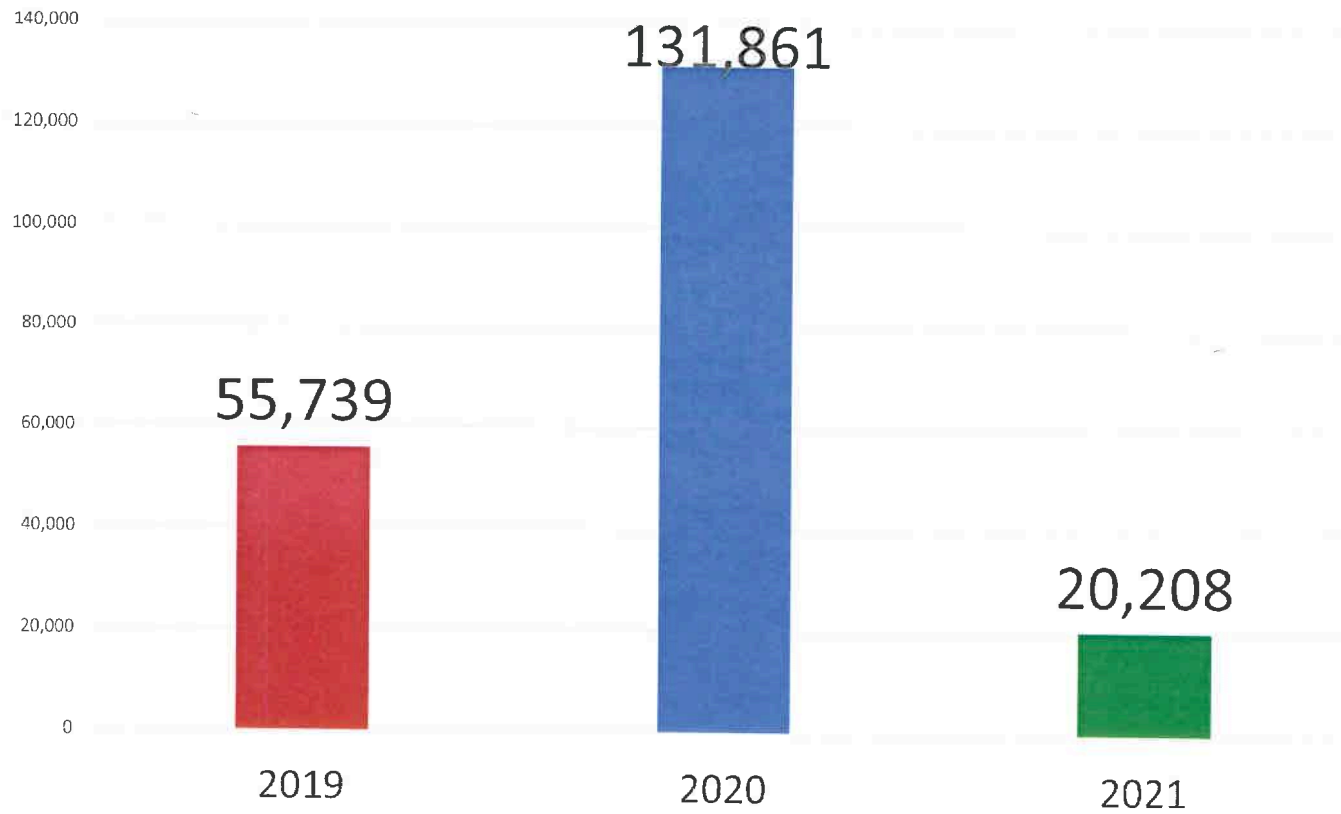


# Cardholders

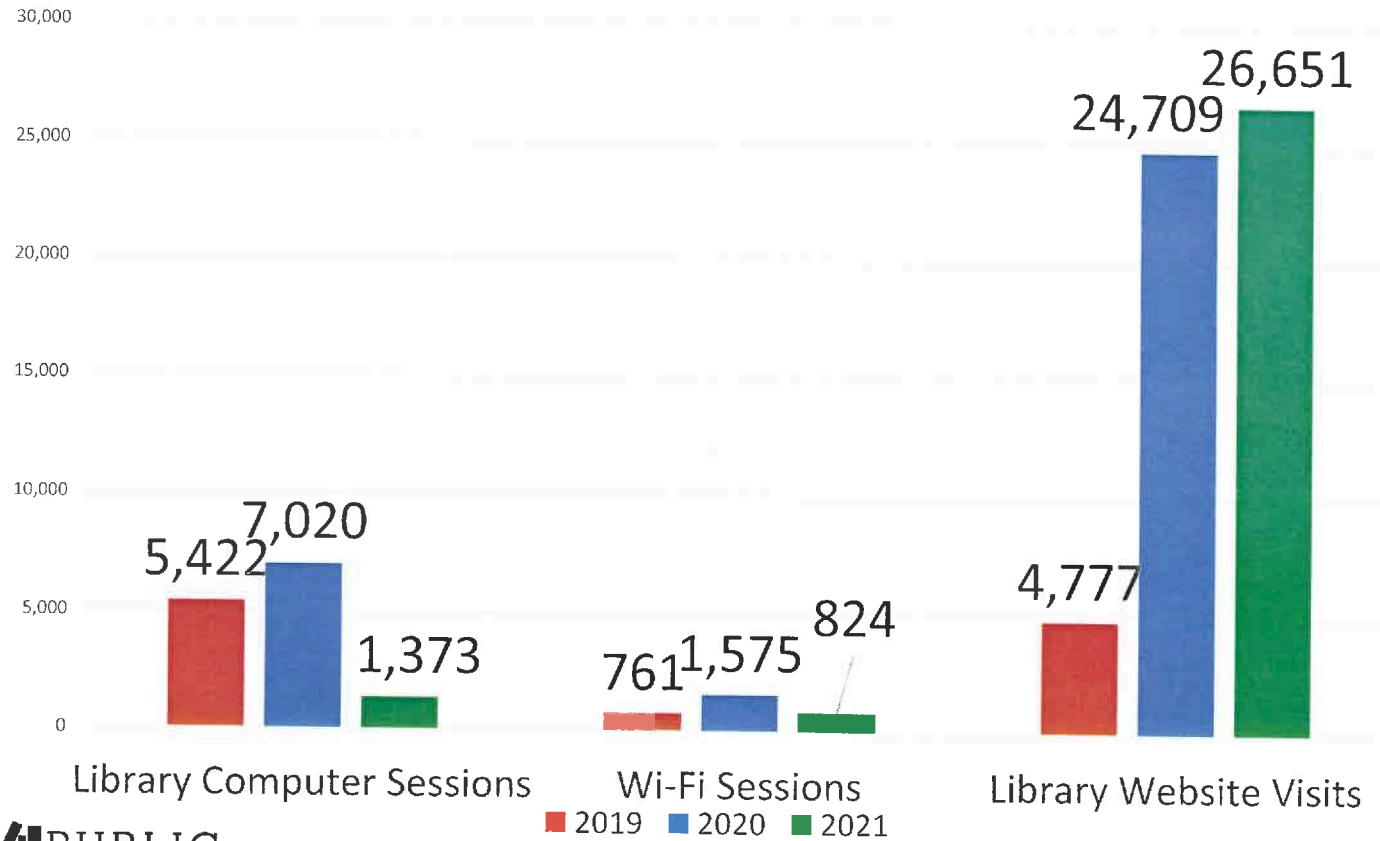


372 cardholders added – 6,027 total

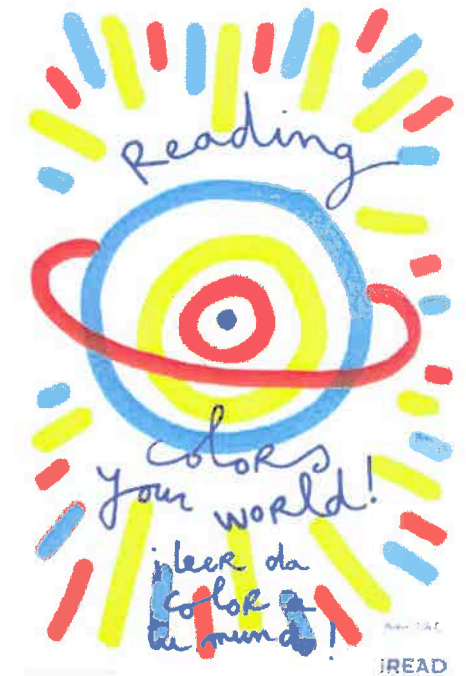
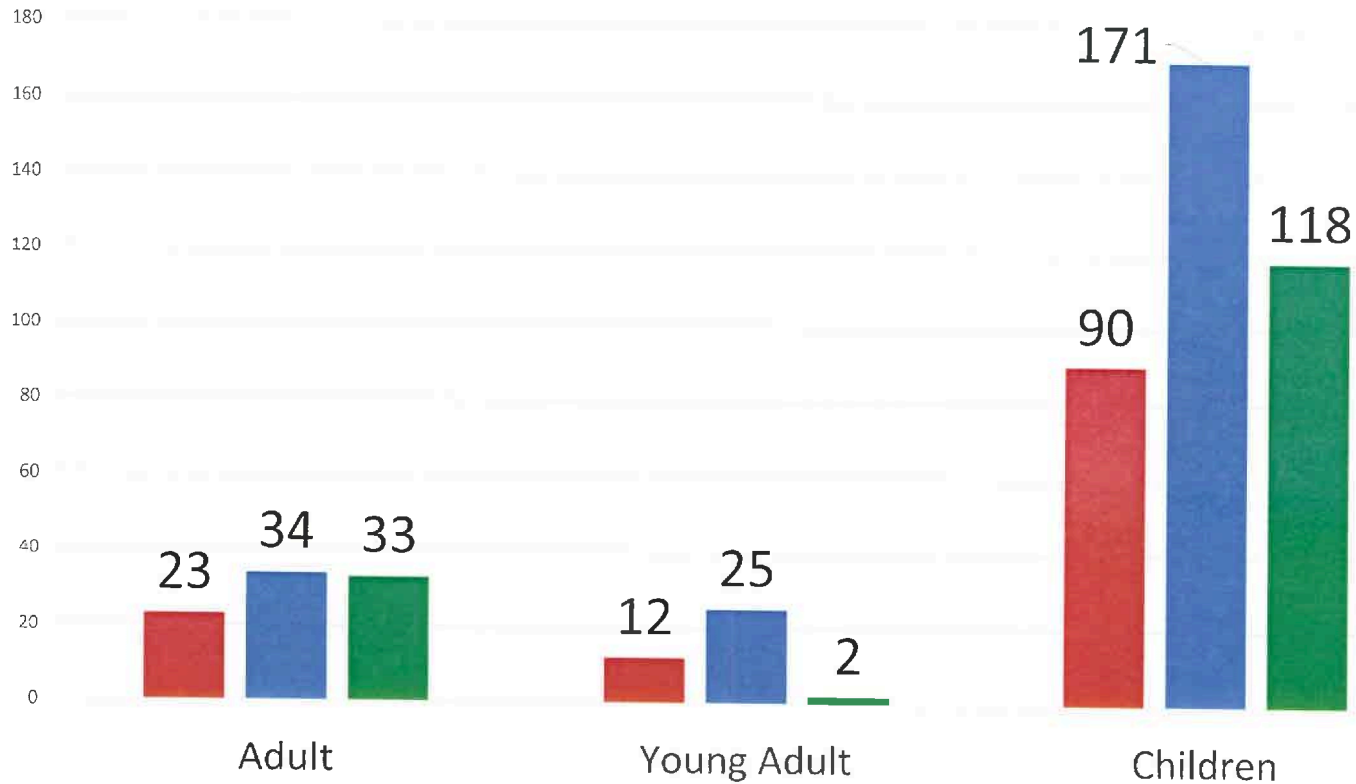
# Library Visits



# Technology



# Number of Programs



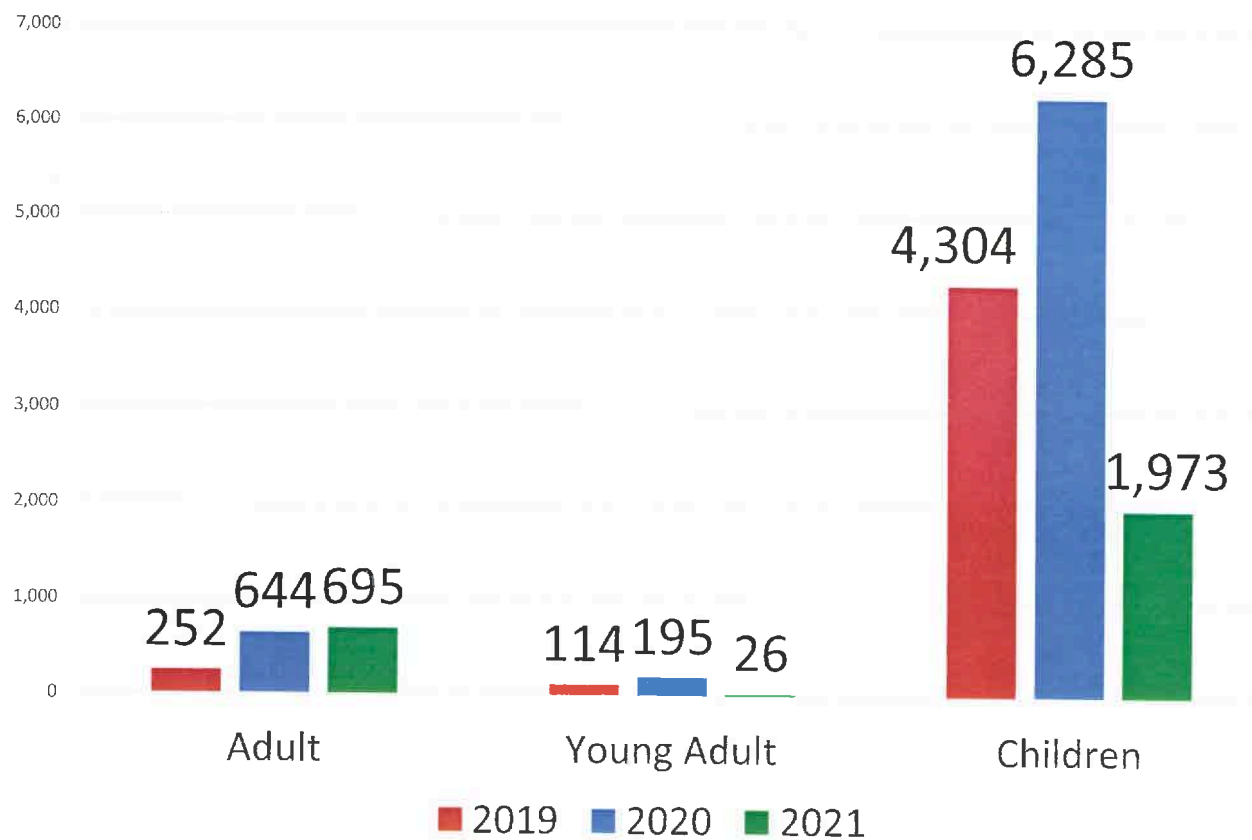
# Program Attendance



Author Visits



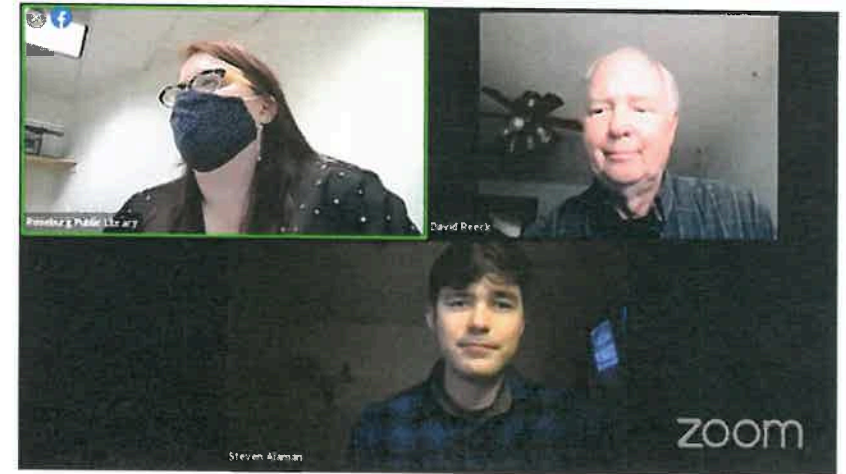
Grab-and-Go Craft Kits







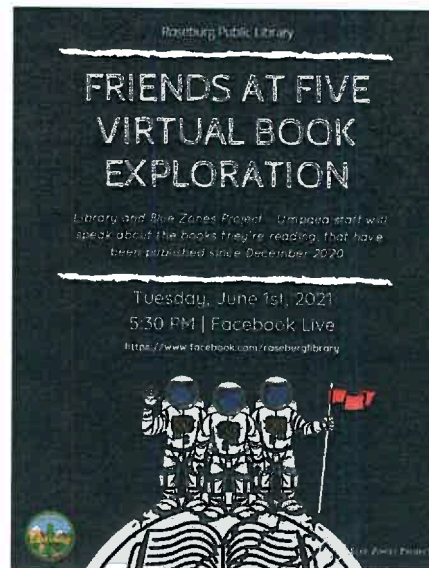
Storytime with Aurora Oberg



Informational Sessions



Spanish Storytime with Julia Masner



Virtual Book Talks



Musical Storytime with Dr. Mark Breckenridge



# Volunteers

12 Volunteers

345 Total Hours

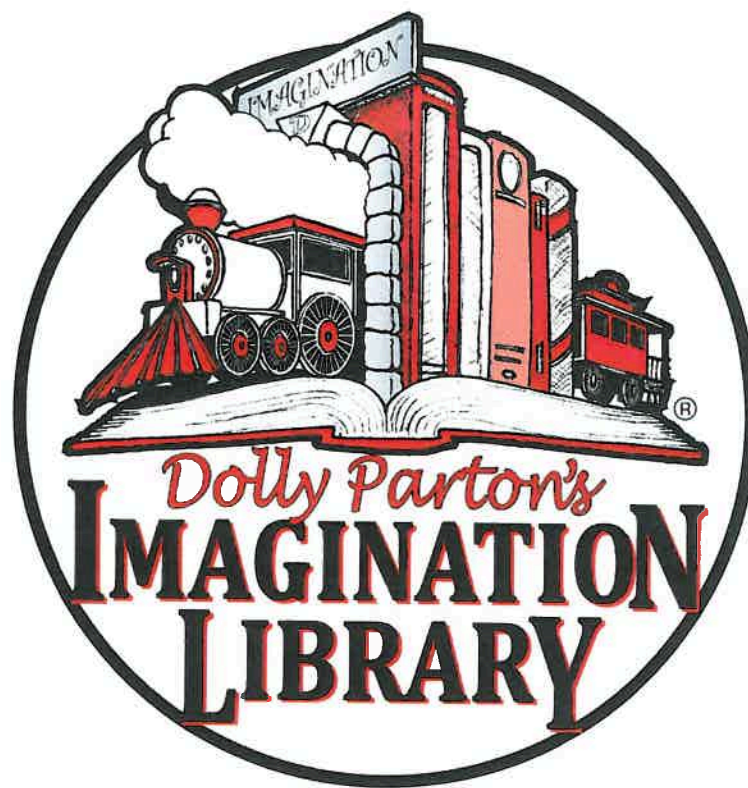
**ROSEBURG** **PUBLIC LIBRARY**  
COMMUNITY, CURIOSITY, LEARNING



Volunteer appreciation breakfast April 2019

# Imagination Library

1069 active participants  
299 graduates







## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### DERELICT BUILDING/FORECLOSURE PROGRAM UPDATE

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**Meeting Date: September 27, 2021**  
**Department: Community Development**  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section: Department Items**  
**Staff Contact: Stuart Cowie**  
**Contact Telephone Number: 541-492-6750**

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#### ISSUE STATEMENT AND SUMMARY

The purpose of this memo is to provide Council with a status update on the success of two properties that have recently gone through the derelict building process, were foreclosed upon by the City, sold as surplus property and are now in private ownership being repaired or scheduled for re-development. This report is informational only. No Council action is required. Before and after pictures will be provided during the Council presentation.

#### BACKGROUND

##### A. Council Action History.

In November of 2017, Council authorized amendments to the derelict building process empowering the City with the ability to register derelict buildings. Since that time, a greater emphasis has been placed on how the City rectifies nuisances involving both dangerous and derelict buildings. These changes have had a positive effect on negligent property owners/lenders/management companies, causing them to take steps to ensure their buildings are cleaned up, secured and no longer in a derelict status.

In August of 2018, Council authorized an amendment to the foreclosure process, enabling the City or other purchaser to take possession of a property from the date of sale, unless it's redeemed over the course of a one-year redemption period.

June 14, 2021, Council authorized the sale of 1054 NE Cedar St.

August 9, 2021, Council authorized the sale of 154 SE Mosher Ave.

##### B. Analysis.

As the City has taken a more proactive role in addressing derelict/dangerous buildings, we have discovered that in some cases properties that fall into these categories are owned outright by individuals now deceased, or who have simply walked away from the responsibilities of their property. The properties then sit vacant as there are no heirs or other family members interested in the property. Unlike properties that are bank owned, in which a lien upon the property typically causes the bank to take action, notices from the City concerning these other properties go unanswered, leaving the City with the choice to either wait for the property to go through County tax foreclosure, a process which can take years, or foreclose on the property and take possession ourselves.

This foreclosure process recently occurred for properties at 1054 NE Cedar St. and 154 SE Mosher Ave. The City foreclosed on these properties on January 30, 2020. Council authorized sale of the property at 154 SE Mosher Ave. last month to Ben Tatone and the property is scheduled to close next month. Staff has already had conversations with Mr. Tatone about how he may best maximize the number of dwelling units allowed on the property.

Since being sold by the City in June, 1054 NE Cedar St. has undergone substantial improvements and is now being prepared to be utilized again as a single-family dwelling. Although the derelict/foreclosure process can take time, it is nice to see a residential home that once caused neighborhood problems, and then sat vacant for years, now being used again for its intended purpose.

Homes that fall into the derelict category can cause a significant challenge for the neighborhood in which they are located. They are also extremely problematic for the City, as they can be a substantial drain on public resources. For example, once the property owners chose to walk away from the house at 1054 NE Cedar St., squatters quickly moved in. Over a four-year period, from 2014 to 2018, the Police Department had 51 calls for service to the property. This averages out to be approximately one call per month.

In October of 2016, water was shut off to the property and eventually disconnected for non-payment. Squatters continued to live in the home for a little more than a year and a half with no potable water until changes to the derelict building ordinance enabled the City to register the home as a derelict structure in June of 2018. Once registered as a derelict building, squatters were removed from the home, and the structure was secured by boarding windows and doors.

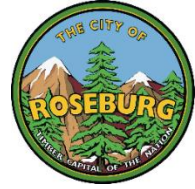
Over the next two years, the property ran through the derelict building process and the City made the determination to foreclose. The City Compliance Officer continued to make routine checks on the property, periodically removing individuals who had broken back in and re-securing the structure. In total, approximately 80 cubic yards of garbage and debris were removed from the property, 20 cubic yards from outside the house scattered about and 60 cubic yards from within. There was no garbage service to the residence during the four years in which squatters occupied the residence. This garbage was removed by the County Work Crew, which the City hires to assist with clean-ups. The County Work Crew was also utilized to maintain the weeds and grass while the City had the structure registered as a derelict building and went through the foreclosure process.

It is refreshing to see this property under new ownership, with major repairs occurring to once again make this a viable residence for a future home owner or tenant. We are grateful for the new property owner who is taking steps to turn this house around and look forward to the improvements Mr. Tatone has planned for 154 SE Mosher Ave.

Currently there are four other additional properties that have structures registered as derelict buildings, which are now going through the City foreclosure process. Foreclosure on these properties will occur at the beginning of November. Our hope is to see improvements at each of these properties in the future.



## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### CONTRACT RATIFICATION – IAFF

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**Meeting Date: September 27, 2021**

**Department: City Manager**

**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section: Department Items**

**Staff Contact: John VanWinkle/Monte Bryan**

**Contact Telephone Number: 541-492-6866**

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### ISSUE STATEMENT AND SUMMARY

Negotiations between the City and the International Association of Firefighters (IAFF) Local 1110 opened on January 12, 2021, in advance of the June 30, 2021, contract expiration date. A number of subsequent bargaining sessions occurred, including two mediation sessions. On September 23, 2021, the parties were able to tentatively agree to the terms of a successor collective bargaining agreement.

### BACKGROUND

#### **A. Council Action History.**

The City Council grants authorization to the City bargaining team for matters of compensation. The bargaining agreements between the City and employee representatives are enforceable contracts and in the scope of the Council's financial authorization due to their cost. After the completion of comparability studies and initial analysis, the issue was brought to Council in executive session on March 8, 2021. At that meeting, Council outlined the authority for bargaining parameters for the City team. An additional update was given in Executive Session prior to mediation.

#### **B. Analysis.**

Wage increases of 3% have been included for each year of the contract, consistent with other bargaining groups, and an adjustment was made to the group's deferred compensation match.

Agreements on a number of operational issues were made, including a transition from a 24/48 hour shift schedule to a 48/96 hour shift schedule on a two year trial basis.

The tentative three-year agreement reached by the parties is expected to be ratified by union membership at their next meeting and is within the financial parameters set by Council on March 8, 2021.

#### **C. Financial/Resource Considerations.**

The tentative agreement is for a three year contract beginning retroactive to July 1, 2021. The compensation package includes:



2021-2022

- 3% wage increase across the board, effective July 1, 2021
- Deferred compensation match of 1% of pay, restructured from a schedule linked to health insurance tier.

2022-2023

- 3% wage increase across the board, effective July 1, 2022

2023-2024

- 3% wage increase across the board, effective July 1, 2023

The three-year agreement has been incorporated into the six-year financial forecast and has been found to be sustainable.

**D. Timing Considerations.**

Tentative agreements have been made and the bargaining unit is expected to ratify the agreement at its next meeting. Council review and action is now appropriate.

**COUNCIL OPTIONS**

Council may approve the tentative agreement as presented.

Council may vote against approval of the tentative agreement with the IAFF.

Council may request specific changes in the tentative agreement with the IAFF.

**STAFF RECOMMENDATION**

Staff respectfully recommends Council approval of the tentative agreement as presented.

**SUGGESTED MOTION**

***“I move to approve the tentative three-year contract agreement between the City of Roseburg and the International Association of Firefighters Local 1110.”***



## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

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### CITY MANAGER ACTIVITY REPORT

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**Meeting Date: September 27, 2021**

**Department: Administration**

[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section: Informational**

**Staff Contact: Nikki Messenger, City Manager**

**Contact Telephone Number: 541-492-6866**

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### ISSUE STATEMENT AND SUMMARY

At each meeting, the City Manager provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your September 27, 2021 meeting, the following items are included:

- Department Head Meeting Agendas
- Tentative Future Council Agenda Items
- City Manager Weekly Messages



Agenda  
Department Head Meeting  
Electronically via Zoom  
September 14, 2021 - 10:00 a.m.

1. Review September 13, 2021 City Council Meeting Synopsis
2. Review September 27, 2021 City Council Meeting Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign
  - A. Loudspeaker Permit – September 20, 2021
5. Department Items
  - A. COVID Impacts, Changes, Numbers and/or Updates (NM)
  - B. KMTR News Segment Update (SH)
  - C. Dismantled RV's in the City Right-of-Way behind Dixon Steel (GK)



Agenda  
Department Head Meeting  
Electronically via Zoom  
September 20, 2021 - 10:00 a.m.

1. Review September 27, 2021 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents, Events, or Grants to review and/or sign
4. Department Items
  - A. COVID Impacts, Changes, Numbers and/or Updates (NM)
  - B. KMTR News Segment Update (SH)
  - C. Council-Admin Policies Manual Update (AS)



## **TENTATIVE FUTURE COUNCIL AGENDA**



### **Unscheduled**

- Airport Fees for Fire Agency Services
- Umpqua Basin Urban Services Agreement

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### **October 11, 2021**

#### Mayor Report

- A. City Manager Compensation

#### Consent Agenda

- A. Minutes of September 27, 2021

#### Department Item

- A. Parking Enforcement Services Master Contract
- B. Council Goals Update

#### Informational

- A. City Manager Activity Report

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### **October 25, 2021**

#### Consent Agenda

- A. Minutes of October 11, 2021
- B. Cancellation of November 22, 2021 Meeting

#### Resolution

- A. Resolution No. 2021-21 – Dedication of City-Owned Real Property for Use as Public Right-of-Way

#### Department Items

- A. Water Treatment Plant Standby Generator Bid Award
- B. Flexible Maintenance Agreement with Douglas County
- C. Economic Development Administration (EDA) Grant

#### Informational

- A. City Manager Activity Report
- B. Municipal Court Quarterly Report
- C. Financial Quarterly Report

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### **November 8, 2021**

#### Mayor Reports

- A. 125 Year Elks Lodge Anniversary Proclamation

#### Consent Agenda

- A. Minutes of October 25, 2021
- B. Cancellation of December 27, 2021 Meeting

#### Department Items

- A. Navigation Center, Shelter and Support Services Bid Award

#### Informational

- A. City Manager Activity Report

#### Executive Session ORS 192.660(2)

- A. Municipal Court Judge Annual Performance Evaluation

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### **December 13, 2021**

#### Mayor Reports

- A. Municipal Court Judge Compensation

#### Consent Agenda

- A. Minutes of November 8, 2021

Informational

- A. City Manager Activity Report

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**January 10, 2022**

Mayor Reports

- A. State of the City Address
- B. Commission Chair Appointment
- C. Commission Appointments

Commission Reports/Council Ward Reports

- A. Election of Council President

Consent Agenda

- A. Minutes of December 13, 2021

Informational

- A. City Manager Activity Report

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**January 24, 2022**

Consent Agenda

- A. Minutes of January 10, 2022

Informational

- A. City Manager Activity Report
- B. Finance Quarterly Report
- C. Municipal Court Quarterly Report

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**February 14, 2022**

Consent Agenda

- A. Minutes of January 24, 2022

Informational

- A. City Manager Activity Report

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**February 28, 2022**

Mayor Reports

- A. American Red Cross Month Proclamation

Consent Agenda

- A. Minutes of February 14, 2022

Informational

- A. City Manager Activity Report

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**March 14, 2022**

Consent Agenda

- A. Minutes of February 28, 2022

Informational

- A. City Manager Activity Report

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**March 28, 2022**

Mayor Reports

- A. Child Abuse Prevention Month Proclamation
- B. National Library Week Proclamation

Consent Agenda

- A. Minutes of March 14, 2022

Informational

- A. City Manager Activity Report
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## Friday Message September 10, 2021

- We received notice this week that two storm drainage projects will be funded through the state's allocation of ARPA funding. One project is in the Rainbow/Haggerty area and one is in the Calkins/Troost area. Total grant amount is a little over \$1.5 million. Sincere thanks posthumously to Representative Leif for including these projects in his recommended appropriations.
- Staff is in the process of executing another multi-family SDC buydown agreement within the Urban Renewal Area. The new Ash Springs complex will provide 105 new apartment units on Pomona Avenue. Total SDC buydown is \$525,000.
- On Thursday, I attended LOC's Region 7 cities meeting and received legislative and other updates. It is a good program that allows the sharing of information with other cities in the region, all the way to Ashland. Councilors are welcome to attend. Please let me know if you are interested in attending future meetings.
- On Friday, I virtually attended the SW Area Commission on Transportation. We received several updates including the latest on the proposed federal transportation funding package (not passed yet).
- Staff is continuing to evaluate the proposals for parking enforcement services and anticipate issuing a Notice of Intent to Award next week.
- This year's pavement management projects are close to wrapping up. The slurry seals have been completed and the contractor on the overlay projects is in the process of raising manholes.
- The Water Treatment Plant standby power generation project is out to bid. This substantial project was identified as a priority after 'snowmageddon' in early 2019.
- Given the volume of press releases staff is producing, I thought I would start summarizing them for you each week. You can find the press releases on the City's website at <https://www.cityofroseburg.org/news>. Press releases this week (and last):
  - 8/24 – Splash Pad open through Labor Day
  - 8/24 – Stewart Parkway maintenance August 29 & 30
  - 8/25 – Police encourage safe driving around schools
  - 9/2 – City buildings closed for Labor Day
  - 9/9 – Intersection closing (Kline/Moore) on 9/12 for film shoot
  - 9/9 – Fire Station 2 intermittent closures & Flash Alert notices
- Meetings next week (via Zoom):
  - City Council – Monday, 9/13 @ 7:00 pm
  - Historic Resource Review Commission – Wednesday, 9/15 @ 3:30 pm

